

**Strictly Private & Confidential**

Name and address

Date

**Appointment as Lay Governor, Glasgow School of Art**

Dear

Dr Craig Williamson  
Registrar and Secretary  
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c.williamson@gsa.ac.uk

Following your recent interview, I am pleased to confirm your appointment to the Board of Governors of the Glasgow School of Art (GSA). Members of the Board were delighted to receive your nomination and they are looking forward to working with you.

Your period of office will begin on ?? and expire on ??. Subject to consideration by the Nominations Committee and the Board, you will be eligible for re-appointment for up to two further terms of three years, the maximum term of office being nine years. A full timetable of meetings will be provided as part of your induction.

As a Lay Governor, you are also appointed as a Director of GSA Ltd and will therefore be entered on the Companies House database.

The Board normally meets five times each academic year, with one of those being an all-day strategic meeting. In due course you may be invited to sit on one or more Board committees, which also meet four or five times each academic year. There are also ceremonial and social occasions to which you will be invited. GSA will reimburse reasonable receipted expenses that you might incur as a result of your role as a Lay Governor.

GSA follows the Scottish Code of Good HE Governance (2013) and strives to offer best practice in corporate governance. The Board of Governors has important responsibilities including the consideration and approval of the mission and strategic vision of GSA. The Scottish Code of Good HE Governance notes that members of governing bodies should at all times conduct themselves in accordance with accepted standards of behaviour in public life, which embrace selflessness, integrity, objectivity, accountability, openness, honesty and leadership (the Nolan Principles). To support the

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Board, GSA arranges an induction programme to ensure that new members are appropriately briefed on the terms of their appointment, the roles and responsibilities of the Board, and GSA's Strategic Plan. John Martin, Assistant Secretary to the Board, will contact you to arrange your initial induction session. At that session we can also discuss any additional induction needs. Lorna Ramage, PA to GSA's Director, Professor Tom Inns, will also contact you to arrange a meeting with the Director.

Congratulations on your appointment and I look forward to working with you on the Board of Governors.

Yours sincerely

Dr Craig Williamson  
Registrar and Secretary